



**SCOTTSDALE AIRPORT ADVISORY COMMISSION
PUBLIC MEETING
Scottsdale Airport Terminal Lobby
15000 N. Airport Drive, Scottsdale, AZ**

November 9, 2011

MINUTES

- PRESENT:** Gunnar Buzzard, Chairman
Michael Goode, Vice-Chairman
William Bergdoll
Ken Casey
William Schuckert
John Washington
Steve Ziomek
- STAFF:** Shannon Johnson, Management Analyst
Gary P. Mascaro, Aviation Director
Kate O'Malley, Planning & Outreach Coordinator
Chris Read, Airport Operations Manager
- OTHERS:** Deborah Ostreicher, Sky Harbor Airport
Tommy Walker, Arizona Business Aviation Association
John Washington

CALL TO ORDER

Chairman Buzzard called the meeting to order at 6:00 p.m.

ROLL CALL

A formal roll call confirmed the presence of Commissioners as noted above.

PLEDGE OF ALLEGIANCE

Chairman Buzzard led the meeting in the pledge of allegiance.

AVIATION DIRECTOR'S REPORT

Aviation Director Mr. Gary Mascaro said he did not have a report to make as details will be discussed in the course of tonight's meeting.

APPROVAL OF MINUTES

1. Approval of Minutes

Regular Meeting: October 5, 2011

Vice Chairman Goode made a motion to approve the minutes of the October 5, 2011 meeting. Commissioner Ziomek seconded the motion, which carried by a unanimous vote of six (6) to zero (0).

PUBLIC COMMENT

Mr. John Washington thanked everyone who had written letters and talked with Council Members regarding the issue they had been wrestling with, especially Commissioner Casey who spoke to City Council. This is an important issue and they did good work in getting the information out. This is not yet over. He said he learned a lot from everyone on the Commission and appreciates their friendship and advice. He praised staff for their work, saying that the progress made while he was on the Commission to the point where it is now the model commission for the whole City says a lot about the Airport and the public interest in it.

Chairman Buzzard expressed the whole Commission's thanks to Mr. Washington for his service. He himself has publicly stated that he does not agree with Council's decision.

REGULAR AGENDA ITEMS 1-14

1. Discussion and Possible Action Regarding Application for Airport Aeronautical Business for Standard Aero Business Aviation Services, LLC to conduct Aircraft Maintenance and Repair Services

Management Analyst Ms. Shannon Johnson presented the application.

Vice Chairman Goode made a motion to approve the Airport Aeronautical Business Permit for Standard Aero Business Aviation Services, LLC to conduct aircraft maintenance and repair services. Seconded by Commissioner Bergdoll, the motion carried by a unanimous vote of six (6) to zero (0).

2. Presentation of the Phoenix Sky Train by Deborah Ostreicher

Ms. Deborah Ostreicher of Phoenix Aviation presented the Phoenix Sky Train project which will debut in 2013.

In reply to a question from Commissioner Schuckert, she said the first segment will run between the 44th Street Light Rail station and the east economy parking lot to Terminal 4. In 2015 the line will be extended to Terminal 3, and in 2020 the final segment going to the rental car center will open,

replacing all the shuttle buses in the Airport. The project is entirely financed by grant funding; no local tax dollars will be spent. She confirmed that riding the Sky Train will be free. When completed, it will include the highest public transportation bridge in the world, high enough that a 747 can fit beneath it on the taxiway.

Commissioner Bergdoll inquired about moving passengers between terminals once they have passed security. Ms. Ostreicher said at this point there are no plans for security checkpoints on the Sky Train.

Chairman Buzzard asked about the potential for future expansion. Ms. Ostreicher replied that there will be a walkway from the Sky Train to Terminal Two. She said it would be most accurate to say that the Sky Train system will be adjustable. If Terminal Two, which was built in 1962, is replaced, a Sky Train station would be incorporated.

Commissioner Casey asked about a possible Terminal Five. Ms. Ostreicher said plans to add a new terminal near Terminal Two were scrapped with the economic downturn. They can add one more concourse to Terminal Four.

3. Annual update from Arizona Business Aviation Association

Arizona Business Aviation Association President Mr. Tommy Walker provided the annual update to the Commission, noting that the Association's main goal is to provide scholarships to Arizona aviation students. Formed in 2000, the AzBAA is now highly respected across the country.

Originally the scholarships were awarded to students in four-year programs. However this year the board has allowed scholarships at other schools to be funded. Flight attendants and others who need recurrent training are now eligible. The AzBAA is partnering with Flight Safety to provide joint scholarships to pilots who need to retrain.

The annual golf tournament is their main fundraiser. The last one raised nearly \$40,000. The AzBAA currently has over \$22,000 in its general fund and nearly \$60,000 in the scholarship fund. The Association spends 60% of the scholarship funds directly on scholarships, setting aside 30% for rainy days to ensure the sustainability of the program, and spends the remaining 10% on marketing of the scholarship program. Plans are to greatly expand their marketing. He added that although many AzBAA members are based in Scottsdale it is a state-wide association. The Tucson chapter now has approximately 20 members. This will be his last year as the president.

He told Commissioner Ziomek the AzBAA now has over 150 members. They plan to expand by 25% next year. He envisions having as many as 300 members eventually, which will give the Association more influence with the State. Annual dues are just \$50. They are working to improve the website. In response to a follow-up question from Commissioner Ziomek he explained that AzBAA is changing the scholarship application procedure. He mentioned that Angel Med Flight gives a \$3,000 scholarship each year.

Commissioner Casey encouraged all Commissioners and staff to attend the AzBAA monthly lunch meetings.

4. Discussion and Input Regarding the Process of Basing an Aircraft in the Airpark

Commissioner Casey told the Commission he had requested this agenda item because in his personal conversations with Airpark businesspeople, several people have mentioned experiencing bureaucratic difficulties.

In the recent regulatory rewrite, great strides were made in eliminating many unnecessary regulations. The tenants appreciate this greatly. However, despite the fact that the Commission discussed this in February, he believes that they need to review the systems to see what improvements could be made. Airpark businesses have concerns about obtaining gate clickers, having to provide articles of incorporation, et cetera. He stressed that this is not a complaint session but an open discussion. He believes it is possible to improve the process, eliminate some paperwork and make Scottsdale a more competitive airport. The business environment has changed drastically in the past three years. He believes they should look at this regularly, perhaps twice a year.

Planning and Outreach Coordinator Ms. Kate O'Malley described the progress made since February. The slot program has been simplified. The Airport access permit application and checklist and all other permit forms for the Airport are now online as fillable forms. She explained that staff does not start reviewing a file until all the information has been turned in.

In response to a query from Commissioner Casey, Ms. O'Malley estimated the average turnaround time once they have all the information is about three business days. Commissioner Casey cited the case of a company which was asked to provide information already on file when moving its aircraft between hangars. Ms. O'Malley said if all the corporate information is the same the company would not need to provide it again. Commissioner Casey said he has all the details on this case and they could discuss it later.

Commissioner Ziomek asked about the inventory of hangar space, tie-downs, and shades. Mr. Mascaro said there are over 40 t-shades and hangars at the Airport. It is hard to say how many planes can fit. Approximately 96 aircraft are currently based in the Airpark.

Commissioner Bergdoll inquired about benchmarking procedures against those of other airports. Mr. Mascaro said it is ironic that other airports often call to ask them what Scottsdale's processes are. He opined that the processes at Scottsdale are relatively streamlined. Some problems arise from tenants' lack of foresight. Staff tries to accommodate customers as much as possible. The promised turnaround time on the application is ten working days; in fact many are processed within 24 hours.

Commissioner Casey remarked that although they are all very aware of the distinction between the Airport and the Airpark, customer perception is that they are dealing with Scottsdale Airport as a whole. They do not understand the nuances of through the fence operations. Mr. Mascaro said that was well put and summarized that he is looking for just three main pieces of information:

- Copy of the lease
- Photo showing that the aircraft will fit
- Evidence of the connection between the person who signs the application for the permit and the aircraft.

Mr. Mascaro commented that hangar operators have a lot of previous experience and can help the tenants prepare their application for speedy processing.

Commissioner Casey said large operators know what to do, but recalled Mr. Blair Parker's comments about bureaucracy at the August meeting. Smaller operators are less familiar with the process.

Commissioner Schuckert said he feels the Commission has done a great job of streamlining processes. He commented that since many individual aircraft are set up as an LLC, locating the articles of incorporation is not necessarily simple.

Commissioner Casey asked why operators have to show the articles of incorporation. Mr. Read said it is needed to show the link to the company that is filling out the paperwork. If the ownership of the hangar and the plane are identical there is no need for an aeronautical business permit. Staff needs to make sure that the person completing the paperwork has some relationship with the company. Commissioner Casey asked him how much of a problem this is. Mr. Read said when he was doing the permits it was not a huge issue and he would do his best to help out the applicants. Mr. Mascaro said applicants are often in a rush to get everything done and the process seems more challenging. The biggest challenge is when planes arrive without prior notification to staff. Commissioner Casey said aircraft owners may be airport shopping and will choose the airport with the least bureaucracy.

5. Discussion and Possible Action Regarding Proposed Modifications to the Airpark Minimum Operating Standards to add a new Section 7-5

Mr. Mascaro said he found a discrepancy between the Airport and Airpark Minimum Operating Standards in that currently helicopters are allowed to offer non-stop flights from the Airport but not the Airpark. One operator at the Airpark is currently doing this on the basis of a temporary exception permitted by him.

Chairman Buzzard made a motion to approve the addition of Section 7-5 to the Airpark Minimum Operating Standards. Commissioner Bergdoll seconded the motion, which carried by a unanimous vote of six (6) to zero (0).

6. Discussion and Input Regarding a Potential Economic Impact Study for the Airport/Airpark

Chairman Buzzard remarked that he has been pushing this topic for several months. Mr. Mascaro told the meeting that he has spoken with the FAA. Their next big grant would be for an Airport Master Plan. The last one was done in 1997. The first step would be for the consultant to create a scope of work based on FAA guidelines. It would comprise an economic impact study for the Airport and the aviation related businesses in the Airpark. He confirmed that the FAA supports including the Airpark aviation related businesses in the economic impact study, and will pay 95% of the total cost. They anticipate receiving Federal funding for the master planning process around next March. The consultants are very familiar with aviation related activities and have completed two studies of all Arizona airports. They have done economic impact studies of Scottsdale Airport in the past.

Chairman Buzzard recalled that in the past were concerned about the expense of an economic impact study, but they have been able to mitigate this. He stressed that the study will not encompass every civilian business in the Airpark.

7. Discussion and Input Regarding the Airport Commission Liaison Program

Chairman Buzzard noted that the liaison for community communications and public relations is currently vacant.

With regard to Airport regulations and standards, Commissioner Schuckert said most of the feedback he has heard from operators has been positive. The rewritten regulations include many improvements. Mr. Mascaro thanked him for his candor and comments during the rewrite process. He complimented the Airpark operators on their cooperation as staff work to update the files.

Commissioner Goode reported that the Large Aircraft Security Proposal (LASP) is now at the OMB. He understands this is to be a trusted pilot program.

Chairman Buzzard said the Air Fair was a wonderful event. He thanked the staff, PSM², and the volunteers, including Commissioners and the Civil Air Patrol. They were very fortunate to have all the vendors and exhibitors and all the entertainments events throughout the weekend.

8. Discussion and Input Regarding Monthly Operations Report for August, September, and October

Airport Operations Manager Mr. Chris Read presented the October report, assuring Commissioners that he would reply to questions on any of the reports. Staff is working with Landmark Aviation to address the number of fuel spills.

He reported they have secured Federal funding for Phase 3 of the apron reconstruction project. The final cost for Phase 2 was about \$20,000 over the awarded contract amount despite having a change order for \$180,000 due to encountering some unanticipated conditions. Phase 3 starts tonight at 9:00 p.m. and is expected to be completed by January 2.

Commissioner Casey said operators were confused by the recent closure due to paving around Gate 5. Mr. Read confirmed that Gate 5 is not City property. It belongs to SNAPOA. Staff met with the SNAPOA representatives several weeks ago. SNAPOA undertook to handle all the notifications. Airport staff issued some notums regarding the closures.

9. Discussion and Input Regarding Quarterly Noise Complaint Summary Report

Ms. O'Malley presented the quarterly noise complaint summary report.

Commissioner Casey asked whether the Air Fair had generated any noise complaints. Ms. O'Malley said they had sent out notifications to advise residents of the Air Fair.

In response to a question from Vice Chairman Goode, Ms. O'Malley said the resident who filed 50 complaints is concerned about helicopter noise. One Ironwood Village resident made 61 noise complaints, mostly about jets.

10. Discussion and Input Regarding Monthly Financial Reports for July, August, and September

Management Analyst Ms. Shannon Johnson's presented the financial reports for July, August, and September.

Commissioner Bergdoll noted that the net variance on fiscal year to date in the July report is a positive variance.

11. Discussion and Input Regarding the Marketing, Community and Pilot Outreach Programs

Ms. O'Malley reported staff just learned they will have a booth at the January conference of the National Business Aviation Association Schedulers and Dispatchers Conference. They are planning it with the CVB.

Speaking of the Air Fair, Ms. O'Malley noted that the three goals of the Airport were:

- Increase awareness of the Airport
- Facilitate an educational experience for young and old
- Foster goodwill between the Airport and the Scottsdale community

Over 13,000 guests attended. Approximately 250 scouts attended and earned their aviation and aerospace badges. About 7,000 future aviators (children) attended. She gave special thanks to the 160 volunteers, including the Civil Air Patrol, the Aviation Explorers Toys for Tots, East Valley Institute of Technology and Arizona State University. About 60 aircraft were on display, of which 20 performed. Ms. O'Malley noted that the Airport was open during the Air Fair.

Staff is monitoring development through the Planning Department. In August through October, seven new projects within the Airport influence area were submitted to the Planning Department. In October an Airport update and information on the noise program was presented to the Scottsdale Area Association of Realtors. Staff hosted the Mayor and Council from the town of Norana (phonetic) for a tour and briefing.

The helicopter pilot guides are now available and are being distributed to helicopters based at the Airport. In September, three voluntary curfew letters were sent to operators who used the Airport around the time that corresponded with nighttime noise complaints. Letters for October are still in process.

Commissioner Bergdoll asked how the promotion company felt about the Air Fair. Mr. Mascaro said it is too early to say. A full report on the Air Fair will be presented at the next Commission meeting. Commissioner Bergdoll said everyone did a great job. He hopes that this event will continue, saying it is unrealistic to expect full success the first year.

12. Discussion and Input Regarding Airport and Airpark Aeronautical Business Permit Additions, Cancellations or Revocations

Ms. Johnson noted the addition of Caliber Jet as an aircraft charter and management service provider and Appearance Group as a mobile aircraft washer. The permit for Jet Now was canceled.

13. Discussion and Input Regarding Status of Aviation Items to City Council

Mr. Mascaro noted that the lease agreement was awarded to Zulu Caffé for the restaurant. They served food at the Air Fair. Their liquor license application was approved by City Council last night. They anticipate opening in January if not sooner.

14. Discussion and Possible Action to Modify the Airport Advisory Commission Meeting Schedule and Commission Item Calendar

No changes were noted.

FUTURE AGENDA ITEMS

Vice Chairman Goode requested an update on the customs program, looking at the financial impact and how the program is meeting the needs of travelers.

Chairman Buzzard made a motion to agendaize an update on the customs program. Seconded by Vice Chairman Goode, the motion passed by a unanimous vote of six (6) to zero (0).

Chairman Buzzard made a motion to hold a special meeting to discuss land use in the Airpark relative to FAA inputs. Vice Chairman Goode seconded the motion.

Elaborating that he spoke with the FAA today regarding land use and grant assurances, Chairman Buzzard said this is extremely important information to share. The purpose of the special meeting will be to discuss what was put out by the FAA. Everyone on the Commission needs to know and understand what the FAA has said. Much of it is relative to comments made to City Council regarding Mr. Washington's initial input. The special meeting would also discuss having a work study session with the Airport Advisory Commission, City Council, and the FAA. There may be an opportunity for an FAA representative to come from Los Angeles to speak to City Council on issues relative to land use and grant assurances.

In response to a query by Commissioner Casey, Chairman Buzzard said the special meeting could be done via teleconference. Mr. Mascaro interjected that a special meeting is nonetheless open to the public. Members of the public would have to attend in person, however. Chairman Buzzard said an FAA representative could attend the special meeting via teleconference. He added that any Commissioner can request a work study session with City Council, but it is up to Council to agree. He wants to hold a special Commission meeting first to ensure that all the Commissioners understand the data. He confirmed to Mr. Mascaro that he wants FAA representation at the special meeting if possible.

The motion carried by a unanimous vote of six (6) to zero (0).

ADJOURNMENT

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 7:36 p.m.

Respectfully submitted,

A/V Tronics, Inc. DBA AVTranz